

**Town of Williamsport
Mayor & Council Minutes
December 14, 2009**

A regular meeting of the Williamsport Mayor and Council was held on December 14, 2009, at 7:00 p.m. at the Williamsport Town Hall.

In attendance were:

Mayor James G. McCleaf II
Assistant Mayor Tony Drury
Council member Tearza Knode
Council member Joan Knode
Council member Timothy Fraker
Council member James Kalbfleisch
Council member Monty Jones
Town Attorney Edward Kuczynski

Also Present – Donnie Stotemyer, Town Clerk

Mayor James G. McCleaf II called the meeting to order.

Mayor James G. McCleaf II asked all in attendance to stand for a moment of silence followed by the Pledge of Allegiance.

A motion was made by Councilman Kalbfleisch to accept the minutes of the November 9, 2009 Regular Meeting and the minutes of the November 16, 2009 Special Meeting and the minutes of the December 7, 2009 Workshop, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Financial Reports

A motion was made by Councilman Jones, seconded by Councilman Fraker to accept the October 2009 Financial Report as given, with all voting in favor, motion carried.

Guests

Mayor James G. McCleaf II introduced Mr. Carl Linhart, Commandant of the Bulldog Detachment of the Marine Corp League of Hagerstown, MD to present a Certificate of Appreciation to the Mayor and Council for allowing the Bulldog Detachment and the ladies of Harvey Group 1544 for the use of the Community Building in the Byron Memorial Park to assemble care packages for our troops in Afghanistan.

Correspondence

Mayor James G. McCleaf II read a thank you card from the Breast Cancer Awareness of Cumberland Valley Inc. They greatly appreciate the efforts of Councilwoman Tearza Knode for painting Byron Memorial Park “pink” in October. She did a tremendous job with luminaries and projecting our logo in the Park. Many thanks to everyone for helping raise awareness of Breast Cancer.

Mayor James G. McCleaf II read a thank you card from SSgt. Eugene D. Danfelt. He wished to thank the Town and everyone involved with the care packages that were sent to Bravo Company the guys were most appreciative for everything that was sent to them. It meant a lot to him and to his fellow marines and sailors.

Mayor James G. McCleaf II read a thank you card from Ms Carolyn Spinney, town resident, thanking the Mayor and Council for the newly planted trees in front of her home.

Reports

Councilman Monty Jones gave the Sheriffs report for November 2009.

A Board of Zoning Appeals Meeting will be held on January 7th, 2010, at 5:30p.m. at the Town Hall of Williamsport to hear a request for a variance from Mr. Frank Turner. Mr. Turner is requesting a variance to construct a one bedroom apartment in a portion of an existing commercial store located at 2 S. Conococheague St.

Mr. Jerry Knode gave the Museum Report for the month. He informed the Mayor and Council that some of the upcoming planned events for 2010 were as follows: An Easter Sunrise Library Ramble, Dance, Farmers Market, WWII, HauntingTales, Charlie Brown Christmas and the Civil War Event. The Museum will be open regular hours during the winter.

Councilwoman T. Knode reported that the next Code Enforcement Meeting will be held on January 4, 2010 at 5:30 p.m. at the Town Hall of Williamsport.

Council Reports

Councilman Kalbfleisch gave the RGGI Report for the Town of Williamsport. The credit rate per account for the month of November 2009 will be \$0.60.

Councilman Jones reported that so far no roads problems had been brought to his attention during the last snowfall. The roads will be plowed and salted as needed. He also thanked Councilwoman Joan Knode and Councilwoman Tearza Knode for the great job they did decorating the Christmas trees at the barn for the Charlie Brown Christmas event.

Assistant Mayor Anthony Drury reported that on November 21, 2009 he helped with the Community Meal that was held at the Williamsport Moose Lodge which fed approximately 100 people. He also reported that he announced for the parade that was held in the Town of Williamsport on December 4, 2009. He stated that the parade was a great success and most people like the new time and day that the parade was being held. He also thanked Ms. Julie Pippel Director of Washington County Division of Environmental Management for all the assistance she has given to the Town of Williamsport concerning the sewer project. He also thanked Councilwoman Joan Knode and Councilwoman Tearza Knode for the great job they did decorating the Christmas trees at the barn for the Charlie Brown Christmas event.

Councilwoman Tearza Knode reported that the Charlie Brown Christmas Event held at the Springfield Barn this past weekend was a great hit. She also stated that she had received many great ideas for the use of the Barn for the community. She reported that currently they are looking into some options that may be available for heating the Barn during the winter months. She thanked Junior Brown, town employee, for the great job he has done on the barn. She also thanked Ms. Missy Lewis for all her help during the Charlie Brown Christmas event.

Councilman Fraker reported that next month he will start to put together the ad for lifeguards for the newspaper.

Councilwoman Joan Knode reported that she along with Mr. Gerald Knode and Mr. Mike Sparks had attended the Canal Towns meeting at the Trolley Barn this past week. All the canal towns along the canal have received a grant from the National Park Service River Trails and Conservation Program. Ms. Beth Porter will be working with the Town of Williamsport to help develop a conservation plan and access our resources and help to develop public education. She also reported that she had taken a welcome gift over to each of the three new businesses that recently opened in the Town of Williamsport; The Lunch Box, Shorty's, and the Williamsport Barber Shop

Mayors Report

Mayor James G. McCleaf II wished all present a Merry Christmas and thanked the Town Employees for the great job they did on the park and with the parade this year.

Mayor James G. McCleaf II reported that after the first of the year he will be following up with J.C. Horn Construction concerning the Tennant House.

Mayor James G. McCleaf II also reported that the Town of Williamsport had received a \$25,000.00 grant to set up a teen pregnancy prevention program in conjunction with the Hagerstown Girls and Boys Club in the Town of Williamsport. This program will begin meeting in March 2010 in the Community Building in the Byron Memorial Park.

Mayor James G. McCleaf II also reported that he had met with Delegate Serafini concerning the pending sewer projects.

Mayor James G. McCleaf II also reported that the Eagle Scout Project benches will be built and placed in the park on Saturday, December 19, 2009.

Mayor James G. McCleaf II reported that on Tuesday, December 15, 2009 two pre-construction meetings with the contractors and the MDE to go over all the necessary paperwork for the upcoming Water Meter Project and I & I Project #3.

Unfinished Business

Mayor James G. McCleaf II reported that the Humane Society of Washington County is requesting permission to utilize the boat ramp and soccer field at River Bottom Park for the Annual Polar Bear Plunge which is scheduled for Friday, January 1, 2010 at 12 noon. Mayor McCleaf informed the council that he would like to see this event become a Town sponsored event. Councilman Jones made a motion to have the Town of Williamsport host the Polar Bear Plunge at River Bottom Park scheduled for Friday, January 1, 2010 at 12 noon and to permit the Humane Society of Washington County permission to utilize the Town's facilities, seconded by Councilwoman T. Knode, with all voting in favor, motion carried.

Mayor James G. McCleaf II reviewed with the Council the Town of Williamsport's holiday schedule for 2010 and the 2010 Town of Williamsport's Calendar of Events dates. Discussion was held concerning both calendars as presented. Councilman Fraker made a motion to accept the holiday schedule for 2010 and the 2010 Town of Williamsport's Calendar of Events dates as presented, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Mayor James G. McCleaf II reviewed with the Council that with the recent enactment of Chapter 693 of the Laws of 2009 the State of Maryland Legislature has requires that each municipality adopt a local debt policy and submit this to the State Treasurer. Mayor McCleaf stated that local government units must submit information regarding indebtedness from variable rate debt instruments, interest rate exchange agreements or swaps, and other derivatives including futures and options to both the State Treasurer and the Department of Legislative Services. A motion was made by Councilwoman J. Knode, seconded by Councilman Jones, to introduce a resolution of the Mayor and Council of the Town of Williamsport adopting a debt management policy, with all voting in favor, motion carried.

Mayor James G. McCleaf II asked the Town Attorney, Ed Kuczynski, to review with the Council the Sewer Operator Agreement. Discussion was held on the matter. A motion was made by Assistant Mayor Drury, seconded by Councilman Jones, to follow the Town Attorneys recommendation and adopt the presented Water & Sewer Agreement with Washington County, with all voting in favor, motion carried.

Mayor James G. McCleaf II reviewed with the Council that Mr. Frank Turner is seeking permission to convert approximately two thirds of the existing barber shop into a one bedroom apartment. The plan indicates the construction of an exit/entrance doorway and a small stoop attached to the north wall of said building. It is estimated that the north wall is also the northernmost property line. Therefore, the stoop/porch would be on the right-of-way of West Salisbury St. Subsequent to this request a hearing of the Board of Zoning Appeals will be necessary for compliance to the Zoning Ordinance. Discussion took place on the necessary steps Mr. Turner will need to take following the Zoning Appeals Hearing. The Council felt that no action should be taken until the Zoning Appeals Board made their decision on the matter.

Mayor James G. McCleaf II reviewed with the Council the Board of Commissioner's stimulus package for residential construction. The Commissioners action would allow permits to wave the excise tax for residential construction as well as lower some of the permit fees collected. The main issue is the excise tax. If the Town were to agree all excise taxes would be waived for homes up to 2500 square feet and would charge 3\$ per foot for any footage over 2500. Should the Town decide not to [participate the County would still waive the school portion of the excise tax but the money, approximately 28%, for roads, etc would still be collected and retained by the Town. The decision to participate is purely up to the Mayor and Council, some municipalities are participating and some aren't. Mayor James G. McCleaf II then asked the Town Attorney, Ed Kuczynski, to review with the Council the Washington County Excise Tax option available to the Town of Williamsport. Discussion was held. A motion was made by Councilman Fraker, seconded by Councilwoman T. Knode to adopt the County's Excise Tax Proposal, with all voting in favor, motion carried.

New Business

Mayor James G. McCleaf II reviewed with the Council the proposed rental fee adjustments for the Community Building and Pavilions located in Byron Memorial Park. The current fees are as follows:

Community Building	\$150.00 for Town residents (which includes a \$50.00 refundable deposit)
	\$175.00 for out of town (which includes a \$50.00 refundable deposit)
Pavilion	\$50.00 for Town residents
	\$65.00 for out of town

The proposed fee increases are as follows:

Community Building	\$200.00 (which includes a \$50.00 refundable deposit)
Pavilion	\$75.00

It would be one overall fee for all rental use of the Community Building and Pavilions. Councilwoman J. Knode also asked that the Council consider the rental of the lower room of the Library for small to medium size meetings at a cost of \$50.00. Also proposed was to limit the reservation of these buildings and pavilions to Residents of the Town of Williamsport to only during the month of January and then open up the reservation process to anyone beginning February 1, 2010. Discussion was held on the proposed rates. A motion was made to approve the proposed rates by Councilman Fraker, seconded by Councilwoman T. Knode, with all voting in favor, motion carried.

Town Attorney, Ed Kuczynski, reviewed with the Mayor and Council the Loan Resolution of the Council of the Town of Williamsport for the purpose of providing for General Fund support of the wastewater system and water supply system enterprising fund or funds in connection with obtaining a loan from the Maryland Water Quality Financing Administration for wastewater system improvements. A motion was made by Councilwoman Knode, seconded by Assistant Mayor Drury to Adopt the Resolution, with all voting in favor, motion carried.

Citizen Participation

Mr. Ken Lafferty, town resident, questioned the Mayor and Council about the location of the water meter at the old Nabisco Bldg. He asked that this meeting be relocated during the upcoming water meter project. He also

reminded the Mayor and Council that there were also water meters at the High School that were inside and should be relocated to outside the building. He also reported that there a lot of vacant properties in the Town and felt that the Town should monitor the water meters on these properties to make sure they don't freeze and cause the Town added expense.

Mr. Walter Williams, town resident, reminded the Mayor and Council that there should be something put in the Town Newsletter informing the residents that the handicap ramp mats located at the intersection in the Town do freeze and are extremely slippery.

A motion to adjourn was made by Councilman Jones, seconded by Councilman Kalbfleisch, with all voting in favor, motion carried.

Meeting Adjourned.

Respectfully submitted,

Donnie Stotlemeyer
Town Clerk
Town of Williamsport